REPORTS INVENTORY

PREPARE IN DUPLICATE		DDS/OTR/OS-15

1. TITLE OF REPORT (If a fill-in report include Form No.)	2. TYPE OF REPORT	X	STATISTICAL
Reports Inventory Report		X	NARRATIVE
			MACHINE-NAME LISTING

3. FUNCTIONAL AREA	PERSONNEL		x	TRAINING	ADMIN. GENERAL
	LOGISTICS			SECURITY	OTHER (specify)
	MEDICAL			FINANCE	

4. NO. OF COPIES PREPARED	5. FREQUENCY (weekly, monthly, quarterly, etc.)	6. DISTRIBUTION (No. of components not number of copies)
3	Annually	1 (OTR/SIWA)

7. FORMAT (memorandum, form computer print-out, etc)	8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT
Form		YES	IF YES GIVE ADP PROCESSING NO.	DD/S 70-3600
	x	NO		

10. PREPARING COMPONENT (include lowest level contributing information to report)	11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)
C/OS	0

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-16	14.50		.5		7.25		1		7.25
GS- 7	4.50		10.00		45.00		1		45.00

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR	52.25

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

As is the case of other required reports, this is required by superior command. This particular form is misleading and will probably prove little.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT		ESTIMATED SAVINGS	
		MAN-HOURS	DOLLARS
RETAIN AS IS	OTHER (explain)		
CHANGE			
X DISCONTINUE		10.5	52.25

16. DATE OF INVENTORY	17. NAME AND TITLE OF PERSON FURNISHING INFORMATION	18. EXTENSION
6 October 1970	Chief, Operations School, TR	STAT

FORM 142		Classification S-E-C-R-E-T	(22-36-43)